

The next meeting of the **Governing Council of The Charter School for Young Children** will be held on **Tuesday, September 30 at 5:30 p.m.** The meeting will be held at the 1265 Asylum Avenue campus in Lorenz Hall.

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The Charter School for Young Children on Asylum Hill

AGENDA

September 30, 2008

Time: 5:30 p.m.

Location: Lorenz Hall

- Approval of Minutes
- Public Comment
- Discussion Items:
 - Hartford Board Affiliation
 - Insurance Review
 - Finance Committee Report
- Action Items
 - Council Expansion
 - Committee Appointments
- Report of Principal
- CREC Updates

The Charter School for Young Children on Asylum Hill, Inc.

Governing Council Meeting

August 28, 2008 Minutes

Location: Asylum Hill Congregational Church

814 Asylum Avenue, Hartford, CT

Attendees

Councilors: Billye Auclair, Edward Barlow, Kathleen Butler, Constance Belton Green, Charles Mann, Rev. Gary Miller, Brooke Penders and Wyrot Ward.

Also present: Beth Bye, Andrea Einhorn, Irene Garneau and Karin Stahl (AHCC Board of Communications)

Council Chairman Constance B. Green called the meeting to order at 8:40 a.m.

Disposition of Minutes

Chuck Mann moved adoption of the minutes; seconded by Ed Barlow. The motion carried. The minutes were adopted as distributed.

By Laws Review/Action

Following discussion of BYLAWS Article 3 Governing Council Sec. 3.2, Billye Auclair moved and Ed Barlow seconded the motion that the Council be expanded with the addition of Rev. Gary Miller, Senior Minister AHCC and Susan Johns, Director Early Childhood Education, St. Joseph College as **Representative Councilors**; Brooke Penders, parent and Luis Rodriguez, teacher as **General Councilors**. The motion carried.

The following Committees were appointed consistent with BYLAWS provisions upon the motion of Billye Auclair, seconded by Rev. Miller: (1) **Finance** – Charles Mann (Chair), Ed Barlow and Brooke Penders; (2) **Executive** – Constance B. Green, Billye Auclair, Charles Mann and Wyrot Ward (Officers appointed by the Council on July 11, 2008). The motion carried.

The need and desirability of several additional committees was also discussed. The following will be appointed at a subsequent meeting(s): Facilities, Development, and Curriculum and Assessment.

Management Agreement/Attorney Fees

Chuck Mann reviewed the changes and updates to the draft Management Agreement with CREC which had previously been made available to the Council. Items of discussion included but were not limited to: curriculum expectations included in our Charter application, monthly budget reports, all staff being CREC employees, business services being broad enough to include staff support to the Board, insurance coverage, management fees and length of the agreement. There were no items that required further delay in executing the Agreement. It was moved and seconded that Chairman Green sign the Agreement on behalf of the Council. The motion carried. The Council's address of record will be 814 Asylum Avenue, Hartford, CT until the Principal has an official office or until otherwise changed.

CREC Updates

Facilities/Licensing – The Attorney General's Office ruled that The Charter School for Young Children, Inc is a separate non-profit Corporation and therefore not eligible for CREC's Public Health school licensing exemption. In the interest of opening on time and not being possibly delayed by an appeal, licensing has been pursued with the city of Hartford, West Hartford and the State Dept. of Public Health. Licensing readiness has included grading and a new sand box at the Church location, staff finger printing, water temp and lead level adjustments to name just a few items. Beth reported that cooperation from CREC staff and administration as well as the DPH has been exceptional. School opening on time with a corrective plan of action for some inspection items is a likely scenario.

Ed Barlow recommended that the yet to be named Facilities Committee get an early start on our future expansion needs with particular interest in the Butterworth Building on the former Hartford College for Women campus.

CHEFA - There was no update on the CHEFA loan application.

School Enrollment, Opening Schedule and Logistics

Principal Andrea Einhorn commended Irene Garneau and Beth Bye for their excellent staff selection and enrollment results and the staff for their extraordinary efforts in classroom set-up and preparation for school opening. The staff has already had three mornings of development and team building.

Parents and children have been invited to visit the classrooms for about an hour on Tuesday, Sept. 2. One half of the students will begin on Wednesday, Sept. 3 and the other half on Thursday. Full classes will begin on Friday. Accommodations have been made for families who need full days.

Three charts (copies on file) showing student and staff overview by locations were distributed. Current enrollment is 130 (83 Minority/47 Non-Minority); 16 towns are participating. The goal continues to be 140 (as budgeted) by the October 1 enrollment date for state per pupil funding.

St. Joseph College has offered a 4 person van should transportation for Hartford students be necessary. The school day will be 8:30 a.m. – 3:00 p.m. with wrap around child care available.

Old Business

Directors' Insurance has been applied for. Connie Green and Chuck Mann will review the total insurance picture given the coverage contained in the Management Agreement with CREC and make a recommendation if additional insurance is deemed necessary.

New Business

Future Meeting Schedule – Monthly meetings will be held the last Tuesday of the month at 5:30 p.m., location to be confirmed. The dates are as follows:

September 30, 2008 Lorenz Hall (classroom/former Hartford College for Women site)

October 28, 2008

November 25, 2008

December 30, 2008 Date subject to change

January 27, 2009

February 24, 2009

March 31, 2009

April 28, 2009

May 26, 2009

June 30, 2009

The meeting was adjourned at 10:30 a.m.

Wyrot Ward, Secretary